



---

## NJIS HL7 Interface Guide: How To Review & Troubleshoot Data For SFTP and File Upload Providers

---

Version 2.0  
10/30/2015

## **Table of Contents**

<b>Table of Contents.....</b>	<b>2</b>
<b>I. Introduction.....</b>	<b>4</b>
➤ New Jersey Immunization Information System (NJIS)	
➤ NJIS Interface Management System (IMS)	
➤ Purpose of HL7 Interface 'How-To' Guide	
➤ Intended Audience	
<b>II. 'How To': Log in to NJIS.....</b>	<b>7</b>
<b>III. 'How To': Access the Interface Upload Page.....</b>	<b>11</b>
<b>IV. 'How To': Review the Interface File Statistics Report.....</b>	<b>18</b>
➤ Purpose of the Interface File Statistics Report	
➤ Viewing the Interface File Statistics Report	
➤ Snapshot of the Interface File Statistics Report	
➤ Components of the Interface File Statistics Report	
○ File Information	
○ Patient Information	
○ Total Dose Information	
<b>V. 'How To': Review the VFC Dose Statistics Report.....</b>	<b>25</b>
➤ Purpose of the VFC Dose Statistics Report	
➤ Viewing the VFC Dose Statistics Report	
➤ Snapshot of the VFC Dose Statistics Report	
➤ Components of the VFC Dose Statistics Report	
○ File Information	
○ Patient Information	
○ Vaccines for Children (VFC) Dose Information	

<b>VI. 'How To': Review the Interface File Details Report.....</b>	<b>32</b>
➤ Purpose of the Interface File Details Report	
➤ Viewing the Interface File Details Report	
➤ Snapshot of the Interface File Details Report	
➤ Components of the Interface File Details Report	
○ File Information	
○ Patient Information	
○ Table 1. Patient Level Status	
○ Dose Information	
○ Table 2. Dose Level Status	
<b>VII. 'How To': Troubleshoot Common Scenarios.....</b>	<b>42</b>
➤ Scenario 1: No Patient Consent Obtained to Participate in NJIIS	
➤ Scenario 2: Multiple Possible Patient Matches Found	
➤ Scenario 3: Incorrect Vaccine Lot Number Reported	
➤ Scenario 4: Incorrect VFC Eligibility Status Reported	

### I. Introduction

#### *New Jersey Immunization Information System (NJIIIS)*

The New Jersey Immunization Information System (NJIIIS), operating since 1997, is the statewide immunization information system (IIS) serving as the official repository of immunizations administered to individuals in the state of New Jersey. Containing over 2.8 million demographic and immunization records, NJIIIS is a free, confidential, population-based online system that collects and consolidates immunization information into a single record to provide an accurate immunization assessment for individuals in the state of New Jersey, as well as assists communities in assessing their immunization coverage and identifying pockets of need.

Individuals born on or after January 1, 1998, are automatically enrolled in NJIIIS through the electronic birth certificate (EBC) process. Individuals born before January 1, 1998 may enroll in NJIIIS voluntarily by completing a [NJIIIS Consent to Participate form](#)<sup>1</sup>. Health care providers, child care centers, schools, colleges or universities, health plans, billing and practice management vendors, state or local public health and social service programs, and agencies or designated agents thereof may participate in and enroll as authorized users of NJIIIS.

New Jersey state regulation requires health care providers in the state of New Jersey who administer immunizations to children under age seven (7) to report those immunizations administered to NJIIIS within thirty (30) days of the administration date. Additional information on NJIIIS can be found on the [NJIIIS website](#)<sup>2</sup>.

Please note that all NJIIIS or VFC-related inquiries must be submitted via the [NJIIIS Online Intake Form](#)<sup>3</sup>. Located under the "Contact Us" tab on the NJIIIS website, this form will provide you with links for information that can help answer your question(s) and will also route your inquiry request(s) to the appropriate NJIIIS staff for resolution.

---

<sup>1</sup> <http://www.state.nj.us/health/forms/imm-32.pdf>

<sup>2</sup> <https://njiis.nj.gov/njiis/>

<sup>3</sup> <https://hippocrates.nj.gov/SurveyAuth?mth=openSurvey&id=14589>

### *NJIIS Interface Management System (IMS)*

The NJIIS Interface Management System (IMS) is the system which processes the supported HL7 message types (versions [2.3.1](#)<sup>4</sup> and [2.5.1](#)<sup>5</sup>) to enable interoperability between NJIIS and health care providers. Providers can interface with the NJIIS IMS via one (1) of the following three interface types:

- **File Upload:** A method of manually uploading batch immunization data files via the NJIIS website. Providers are responsible for logging into NJIIS and uploading immunization data within 30 days of administering the vaccines.
- **Secure File Transfer Protocol (SFTP):** An internet-accessible SFTP/SSH2 server for secure drop off and pickup of data files. NJIIS creates a secure FTP folder for the provider. Upon authentication, with a public key, the provider's SFTP client connects to a private directory.
- **Web Services:** A software system designed to support interoperable machine-to-machine interaction over a network; HL7 version 2.5.1 is the required standard for using the NJIIS HL7 web service, a bi-directional web service. Providers receive instructions on how to send files via web service.

---

<sup>4</sup> [https://njiis.nj.gov/docs/interfaces/NJIIS\\_intfc\\_specs\\_HL7\\_231.pdf](https://njiis.nj.gov/docs/interfaces/NJIIS_intfc_specs_HL7_231.pdf)

<sup>5</sup> [https://njiis.nj.gov/docs/interfaces/NJIIS\\_intfc\\_specs\\_HL7\\_251.pdf](https://njiis.nj.gov/docs/interfaces/NJIIS_intfc_specs_HL7_251.pdf)

### ***Purpose of HL7 Interface 'How-To' Guide***

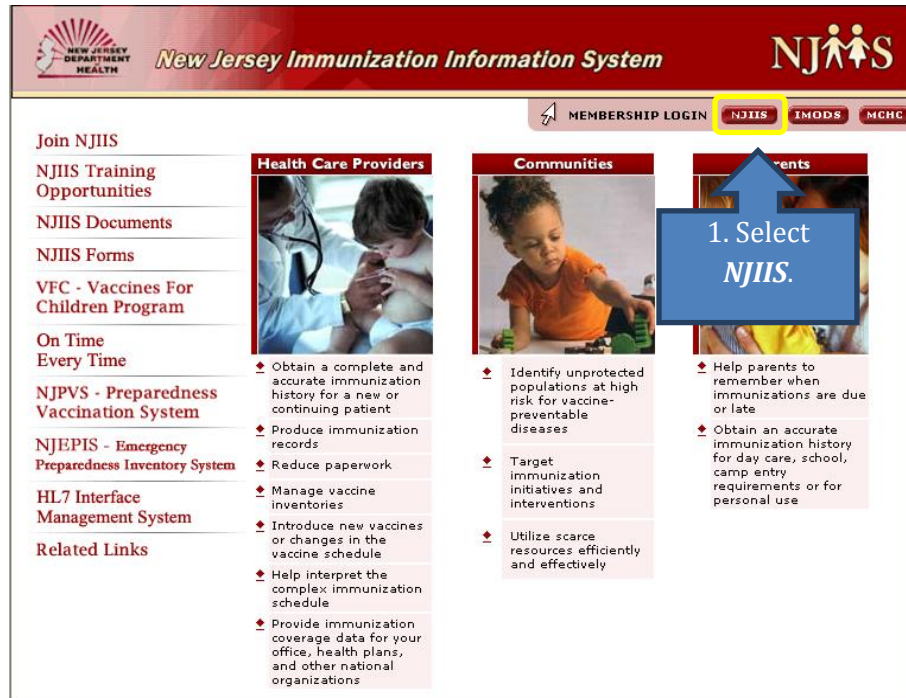
The purpose of this document is to guide you through the process of troubleshooting your immunization data. **It is the responsibility of the provider** to identify and resolve issues with immunization data submitted to NJIIS via interface, by reviewing the interface-related reports on a routine basis.

### ***Intended Audience***

This document is intended for health care providers who are currently interfacing with NJIIS via batch file submission **(SFTP or File Upload)**. It is targeted to both the provider's clinical office staff, as well as, their Electronic Health Record (EHR) vendor's technical staff.

### II. 'How To': Log in to NJIS

- A. Visit the NJIS homepage: <https://njiis.nj.gov/njiis/>. At the top of the page, select **NJIS** from the Membership Login options.



## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- B. The NJIS login screen will appear. When you receive your login credentials for the first time, your **Username** and **Password** will be the same.

**New Jersey Immunization Information System**

HOME | CDC SCHEDULE

**NOTE:**  
The NJIS recommendations are based on the current ACIP, AAP and AAPF schedule for routine well child immunization. The recommended schedule of immunizations for children who are immuno-compromised or have other serious medical conditions is not included in this system.

**USERNAME**

**PASSWORD**

**LOGIN** **RESET**

[Forgot Password](#)

**LOGIN TO NJIMODS**

**BULLETIN BOARD**

**Important Announcements**

- **04/11/2014** - New Jersey Immunization Information System (NJIS) updates are implemented in NJIS:  
Improvements to the "NEW" Immunization screen and functionality to enhance the ease of reporting all required data elements for doses administered (VFC or private). [Click here](#) for detailed information and instructions.
- **04/04/2014** - Due to changes implemented by the Centers for Disease Control and Prevention, vaccines supplied by the New Jersey Vaccines for Children (NJVFC) Program will no longer be able to be accessed for individuals insured by NJ Family Care Plans B, C and D effective July 1, 2014. This change applies only to those individuals who are insured by NJ Family Care Plans B, C and D who will now have their vaccinations covered directly through the Division of Medical Assistance and Health Services. For further details about this policy change, please read the newsletter from the Department of Human Services, Division of Medical Assistance & Health Services. [Click here](#) for more information.
- **04/02/14** - NJVFC Re-enrollment is past due. If you have not re-enrolled, sign into IMODS or NJIS and click on VFC Re-enrollment.

Please note that Sanofi will be changing the packaging for ActHIB. As with any vaccine with multiple NDC's, the NDC that can be used is the one on the CDC contract, this is the number on the outer carton. [Click here](#) for more information.

- **02/04/14** - Daptacel is available in limited amounts due to being



## NJIIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- C. When you first log into NJIIS, the Change Password screen will appear. You will be prompted to create a new password. Required fields are marked with an asterisk. After completing the fields, select **Save**. (**Note:** You will be prompted to change your password every 90 days.)

**New Jersey Department of Health** *New Jersey Immunization Information System* **NJIIS**

### Change Password

Your password has expired. Please, change your password!

User Name : **NJIIS\_USER**

\*New Password :  The new password must be 6-15 characters in length with at least one number or special character. The password is CASE SENSITIVE.

\*Confirm Password :

\*Email :

\*Security Question :  ▼

\*Security Answer :

\*Required Field

**SAVE** **CLEAR**

Our Mission Statement | [Disclaimer Statement](#) | [Messages](#)

3. Complete the required fields and select **Save**.

## NJIIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- D. On the Home screen, verify that your Username is linked to the correct NJIIS provider. (**Note:** You may be linked to more than one NJIIS provider. Select the NJIIS provider that you wish to view from the drop-down list.)

**New Jersey Immunization Information System**

**Provider:** NJIIS TESTING PROVIDER

**NJIIS Provider Id:** 325 **VFC Pin:** 99-998 **QUICK ASSESSMENT**

**Search for Patient**

**Personal Info » Identifiers » Guardian » Siblings » Provider » Search Preference »**

**Select preferred search page:**

- ☐ Personal Info
- ☐ Identifiers
- ☐ Guardian
- ☐ Siblings
- ☐ Provider

**SAVE RESET**

**Our Mission | Contact Us | VFC Contacts | Disclaimer Statement | Messages**

This system is restricted to authorized users. Random audits are routinely performed.  
Copyright © 2001 NJDHSS. All Rights Reserved.

### III. 'How To': Access the Interface Upload Page

- A. To view the interface data files and reports, select ***Interface Upload*** from the left navigation menu.

**New Jersey Immunization Information System**

**Provider:** NJIS TESTING PROVIDER

**NJIS Provider Id:** 325 **VFC Pin:** 99-998 **QUICK ASSESSMENT**

**Search for Patient**

Personal Info » Identifiers » Guardian » Siblings » Provider » Search Preference »

Select preferred search page:

☐ Personal Info

☐ Identifiers

☐ Siblings

☐ Provider

**1. Select *Interface Upload*.**

**SAVE RESET**

**Our Mission | Contact Us | VFC Contacts | Disclaimer Statement | Messages**

This system is restricted to authorized users. Random audits are routinely performed.

Copyright © 2001 NJDHSS. All Rights Reserved.

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- B. Under the Interface Upload section, there are links to view uploaded data files, interface-related documents, and interface file reports. To view the list of the uploaded files, select ***Upload data***.

**New Jersey Immunization Information System**

Provider: NJIS TESTING PROVIDER  
NJIS Provider Id: 325 VFC Pin: 99-998 **QUICK ASSESSMENT**

**Search for Patient**

Personal Info » Identifiers » Guardian » Siblings » Provider » Search Preference »

Select preferred search page:

☐ Personal Info  
☐ Identifiers  
☐ Guardian  
☐ Siblings  
☐ Provider  
☐ Search Preference

**2. Select Upload data.**

**Upload data**

**SAVE RESET**

**Our Mission | Contact Us | VFC Contacts | Disclaimer Statement | Messages**  
This system is restricted to authorized users. Random audits are routinely performed.  
Copyright © 2001 NJDHSS. All Rights Reserved.

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- C. At the top section of the **Interface File Upload** page, providers who selected **File Upload** as the interface type should upload their immunization data files here:
- The **File type** has been defaulted to **HL7**.
  - Select **Browse** to choose the file (.hl7 or .txt format) from your local directory.
  - The **Zipped** box must be checked when uploading compressed zip files.
  - Select **Upload** to manually upload the file into NJIS.

The screenshot shows the 'Interface File Upload' page in the New Jersey Immunization Information System (NJIS). The page has a red header with the NJIS logo and a sidebar on the left with navigation links. The main content area contains a form for uploading files. A yellow box highlights the 'Upload file:' field and the 'Browse...' button. A blue arrow points from a text box to this field with the instruction '1. Browse for your HL7 batch file.' Below the form, there are 'UPLOAD' and 'RESET' buttons. A blue arrow points from a text box to the 'UPLOAD' button with the instruction '2. Select Upload.' Below the buttons is a table titled 'Upload File Status' showing a list of uploaded files with columns for Date Received, Status, File Name, and Date Processed. The table contains 8 rows of data. At the bottom of the table, it says 'Page 1 of 5'.

**Interface File Upload** CLOSE X

Provider: NJIS TESTING PROVIDER

File type: HL7

Upload file:  Browse...

☐ Zipped (If you are uploading the zip file, please select this box)

UPLOAD RESET

**Upload File Status**

Date Received	Status	File Name	Date Processed
2014-04-03 11:59:37	PROCESSED	20140403 QA-10300 UPDATE LOT (HepB) - non-VFC.txt	2014-04-03 11:59:41.945
2014-04-03 11:53:50	PROCESSED	20140403 QA-10300 MISSING LOT (HepB) - non-VFC.txt	2014-04-03 16:17:10.602
2014-04-03 11:47:02	PROCESSED	20140403 QA-10300 DELETE (HepB) - non-VFC.txt	2014-04-03 11:47:06.112
2014-04-03 11:30:37	PROCESSED	20140403 QA-10300 UPDATE WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:30:39.471
2014-04-03 11:15:11	PROCESSED	20140403 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:15:13.423
2014-04-03 10:52:49	PROCESSED	20140403 QA-10300 DELETE (HepB DTaP) - non-VFC.txt	2014-04-03 10:52:55.927
2014-04-03 10:27:04	PROCESSED	20140403 QA-10300 ADD (HepB DTaP) - non-VFC.txt	2014-04-03 10:27:10.924

Page 1 of 5

## NJHIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- D. The **Upload File Status** section displays information about immunization data file submissions via either File Upload or SFTP. Uploaded files are displayed in the order that they are received and processed automatically. Providers should review all processed files to ensure that patients' immunization records were processed accurately.

The screenshot shows the NJHIS web interface. The top header includes the New Jersey Department of Health logo and the text "New Jersey Immunization Information System". The left sidebar contains a navigation menu with options like "Provider Reports", "VFC Reports", "School Reports", "Immunization Coverage Reports", "Reminder / Recall", "Inventory", "Waste Return Label", "Temperature Log", "NJIMODS", "Login To Admin", and "Interface Upload". The main content area is titled "Interface File Upload" and includes fields for "Provider:" (set to "NJHIS TESTING PROVIDER"), "File type:" (set to "HL7"), and "Upload file:" with a "Browse..." button. There is also a checkbox for "Zipped" and "UPLOAD" and "RESET" buttons. Below this is the "Upload File Status" section, which contains a table with four columns: "Date Received", "Status", "File Name", and "Date Processed". The "Date Received" column is highlighted with a yellow border, and the "Date Processed" column is highlighted with a green border. The table lists several files with their respective dates, times, and statuses (all "PROCESSED"). At the bottom of the table, it says "Page 1 of 5".

Date Received	Status	File Name	Date Processed
2014-04-03 11:59:37	PROCESSED	20140403 QA-10300 UPDATE MISSING LOT (HepB) - non-VFC.txt	2014-04-03 11:59:41.945
2014-04-03 11:53:50	PROCESSED	20140403 QA-10300 MISSING LOT (HepB) - non-VFC.txt	2014-04-03 16:17:10.602
2014-04-03 11:47:02	PROCESSED	20140403 QA-10300 DELETE (HepB) - non-VFC.txt	2014-04-03 11:47:06.112
2014-04-03 11:30:37	PROCESSED	20140403 QA-10300 UPDATE WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:30:39.471
2014-04-03 11:15:11	PROCESSED	20140403 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:15:13.423
2014-04-03 10:52:49	PROCESSED	20140403 QA-10300 DELETE (HepB DTaP) - non-VFC.txt	2014-04-03 10:52:55.927
2014-04-03 10:27:04	PROCESSED	20140403 QA-10300 ADD (HepB DTaP) - non-VFC.txt	2014-04-03 10:27:10.924

The **Date Received** column (yellow) displays the date and time that each file was received, starting with the most recent date first. The **Date Processed** column (green) displays the date and time each submitted file was processed.

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers


The screenshot shows the NJIS Interface File Upload screen. The sidebar on the left contains navigation links: Provider Reports, VFC Reports, School Reports, Immunization Coverage Reports, Reminder / Recall, Inventory, Waste Return Label, Temperature Log, NJIMODS, Login To Admin, and Interface Upload. Below these are links for Upload data, Interface Documents, Interface File Statistics Report, and Interface File Details Report. The main form area is titled 'Interface File Upload' and includes fields for Provider (NJIS TESTING PROVIDER), File type (HL7), and Upload file (with a Browse... button). There is a checkbox for 'Zipped' and buttons for 'UPLOAD' and 'RESET'. Below the form is a table titled 'Upload File Status' with columns: Date Received, Status, File Name, and Date Processed. The Status column is highlighted with a yellow box. The table shows several rows of data, all with a status of 'PROCESSED'. At the bottom of the table, it says 'Page 1 of 5'.

Date Received	Status	File Name	Date Processed
2014-04-03 11:59:37	PROCESSED	20140403 QA-10300 UPDATE MISSING LOT (HepB) - non-VFC.txt	2014-04-03 11:59:41.945
2014-04-03 11:53:50	PROCESSED	20140403 QA-10300 MISSING LOT (HepB) - non-VFC.txt	2014-04-03 16:17:10.602
2014-04-03 11:47:02	PROCESSED	20140403 QA-10300 DELETE (HepB) - non-VFC.txt	2014-04-03 11:47:06.112
2014-04-03 11:30:37	PROCESSED	20140403 QA-10300 UPDATE WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:30:39.471
2014-04-03 11:15:11	PROCESSED	20140403 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:15:13.423
2014-04-03 10:52:49	PROCESSED	20140403 QA-10300 DELETE (HepB DTaP) - non-VFC.txt	2014-04-03 10:52:55.927
2014-04-03 10:27:04	PROCESSED	20140403 QA-10300 ADD (HepB DTaP) - non-VFC.txt	2014-04-03 10:27:10.924

The **Status** column shows the processing status of each submitted file. A submitted file will be assigned one of the following processing statuses:

1. **SUBMITTED:** A temporary status that is displayed when a file is initially received. Once the processing of the file has started, the status will automatically change to "Processing."
2. **PROCESSING:** A temporary status that is displayed when a file is processing. When processing is completed, the status will automatically change to "Processed."
  - **Resolution:** If the status has NOT changed, please review and re-submit the file.
3. **PROCESSED:** A permanent status that is displayed when a file has been processed successfully.
4. **ERROR:** An error status that is displayed when a file is not processed for reasons such as an incomplete file, invalid messages, or failed authorization.
  - **Resolution:** Please review and re-submit the file.
5. **VERSION ERROR:** An error status that is displayed when a file is submitted in an unsupported HL7 message version. (**Note:** NJIS currently only supports HL7 versions 2.3.1 and 2.5.1.)
  - **Resolution:** Please review and re-submit the file in the correct HL7 version.
6. **INTERNAL ERROR:** An error status that is displayed when the processing of a file is aborted due to an internal error.
  - **Resolution:** Please submit an inquiry to NJIS via the Online Intake Form: <https://hippocrates.nj.gov/SurveyAuth?mth=openSurvey&id=14589>.

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

**New Jersey Immunization Information System**

- ▶ Provider Reports
- ▶ VFC Reports
- ▶ School Reports
- ▶ Immunization Coverage Reports
- ▶ Reminder / Recall
- ▶ Inventory
- ▶ Waste Return Label
- ▶ Temperature Log
- ▶ NJIMODS
- ▶ Login To Admin
- ▶ Interface Upload

Upload data  
Interface Documents  
Interface File  
Statistics Report  
Interface File Details Report

- ▶ Help
- ▶ Other
- ▶ Logoff



### Interface File Upload

CLOSE X

Provider: NJIS TESTING PROVIDER

File type: HL7

Upload file:  Browse...

☐ Zipped (If you are uploading the zip file, please select this box)

UPLOAD RESET

### Upload File Status

Date Received	Status	File Name	Date Processed
2014-04-03 11:59:37	PROCESSED	20140403 QA-10300 UPDATE MISSING LOT (HepB) - non-VFC.txt	2014-04-03 11:59:41.945
2014-04-03 11:53:50	PROCESSED	20140403 QA-10300 MISSING LOT (HepB) - non-VFC.txt	2014-04-03 16:17:10.602
2014-04-03 11:47:02	PROCESSED	20140403 QA-10300 DELETE (HepB) - non-VFC.txt	2014-04-03 11:47:06.112
2014-04-03 11:30:37	PROCESSED	20140403 QA-10300 UPDATE WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:30:39.471
2014-04-03 11:15:11	PROCESSED	20140403 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:15:13.423
2014-04-03 10:52:49	PROCESSED	20140403 QA-10300 DELETE (HepB DTaP) - non-VFC.txt	2014-04-03 10:52:55.927
2014-04-03 10:27:04	PROCESSED	20140403 QA-10300 ADD (HepB DTaP) - non-VFC.txt	2014-04-03 10:27:10.924

◀ Page 1 of 5 ▶

The **File Name** column displays the name of the file. The bottom section also displays the total number of pages containing additional uploaded files. Files will be displayed for up to 20 pages or six months of data.



## NJHIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

The screenshot displays the NJHIS Interface File Upload interface. The left sidebar contains navigation links for various reports and system functions. The main area shows the 'Interface File Upload' window with a provider selection dropdown set to 'NJHIS TESTING PROVIDER' and a file type dropdown set to 'HL7'. Below this is an 'Upload file:' section with a 'Browse...' button and a checkbox for 'Zipped'. The 'Upload File Status' table lists uploaded files with columns for Date Received, Status, File Name, and Date Processed. A yellow box highlights a file name in the table, and a blue arrow points to it with the text '1. Select file name.' Another blue arrow points to the 'Save' button in the dialog box with the text '2. Select Save.' The dialog box at the bottom asks 'Do you want to open or save ONLINE\_20140403 QA-10300 UPDATE MISSING LOT (HepB) - non-VFC.txt (1.00 KB) from njhis-uat.doh.state.nj.us?' and has buttons for 'Open', 'Save', and 'Cancel'.

**Interface File Upload**

Provider: NJHIS TESTING PROVIDER

File type: HL7

Upload file:

☐ Zipped (If you are uploading the zip file, please select this box)

**Upload File Status**

Date Received	Status	File Name	Date Processed
2014-04-03 11:59:37	PROCESSED	<a href="#">20140403 QA-10300 UPDATE MISSING LOT (HepB) - non-VFC.txt</a>	2014-04-03 11:59:41.945
2014-04-03 11:53:50	PROCESSED	<a href="#">20140403 QA-10300 MISSING LOT (HepB) - non-VFC.txt</a>	2014-04-03 11:57:10.602
2014-04-03 11:47:02	PROCESSED	<a href="#">20140403 QA-10300 DELETE (HepB) - non-VFC.txt</a>	2014-04-03 11:47:02.000
2014-04-03 11:15:11	PROCESSED	<a href="#">20140403 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt</a>	2014-04-03 11:15:13.423
2014-04-03 10:52:49	PROCESSED	<a href="#">20140403 QA-10300 DELETE (HepB) DTaP - non-VFC.txt</a>	2014-04-03 10:52:55.927
2014-04-03 10:27:04	PROCESSED	<a href="#">20140403 QA-10300 ADD (HepB) DTaP - non-VFC.txt</a>	2014-04-03 10:27:10.924
2014-04-02 12:07:38	PROCESSED	<a href="#">20140402 QA-10300 UPDATE MISSING LOT (PCV13) - VFC.txt</a>	2014-04-02 12:07:43.506
2014-04-02 12:06:37	PROCESSED	<a href="#">20140402 QA-10300 ADD MISSING LOT (PCV13) - VFC.txt</a>	2014-04-02 12:06:38.405
2014-04-02 12:05:59	PROCESSED	<a href="#">20140402 QA-10300 UPDATE MISSING LOT (PCV13) - VFC.txt</a>	2014-04-02 12:06:03.351
2014-04-02 11:58:10	PROCESSED	<a href="#">20140402 QA-10300 ADD MISSING LOT (PCV13) - VFC.txt</a>	2014-04-02 11:58:12.999
2014-04-02 11:46:33	PROCESSED	<a href="#">20140402 QA-10300 UPDATE MISSING LOT (HepB) - non-VFC.txt</a>	2014-04-02 11:46:37.17
2014-04-02 11:26:16	PROCESSED	<a href="#">20140402 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt</a>	2014-04-02 11:26:19.888
2014-04-02 11:15:52	PROCESSED	<a href="#">20140402 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt</a>	2014-04-02 11:15:58.647
2014-04-03 11:00:30	PROCESSED	<a href="#">20140402 QA-10300 DELETE</a>	2014-04-03 11:00:33.31

Do you want to open or save **ONLINE\_20140403 QA-10300 UPDATE MISSING LOT (HepB) - non-VFC.txt** (1.00 KB) from njhis-uat.doh.state.nj.us?

Input files can be viewed by selecting each individual file name hyperlink and selecting **Save**.

## IV. 'How To': Review the Interface File Statistics Report

### *Purpose of the Interface File Statistics Report*

The **Interface File Statistics Report** provides a comprehensive summary of patient and dose information presented in each immunization data file. The purpose of the report is to help you identify which files contain rejected patient and/or dose information and require troubleshooting.

### *Viewing the Interface File Statistics Report*

- A. This report can be viewed by selecting **Interface File Statistics Report** from the left navigation menu.

**1. Select Interface File Statistics Report.**

Date Received	PROCESSED	2014-04-03 QA-10300 UPDATE MISSING LOT (HepB) - non-VFC.txt	Date Processed
2014-04-03 11:59:37	PROCESSED	20140403 QA-10300 MISSING LOT (HepB) - non-VFC.txt	2014-04-03 11:59:41.945
2014-04-03 11:53:50	PROCESSED	20140403 QA-10300 DELETE (HepB) - non-VFC.txt	2014-04-03 16:17:10.602
2014-04-03 11:47:02	PROCESSED	20140403 QA-10300 UPDATE WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:47:06.112
2014-04-03 11:30:37	PROCESSED	20140403 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:30:39.471
2014-04-03 11:15:11	PROCESSED	20140403 QA-10300 DELETE (HepB DTaP) - non-VFC.txt	2014-04-03 11:15:13.423
2014-04-03 10:52:49	PROCESSED	20140403 QA-10300 ADD (HepB DTaP) - non-VFC.txt	2014-04-03 10:52:55.927
2014-04-03 10:27:04	PROCESSED		2014-04-03 10:27:10.924

Page 1 of 5

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- B. You can **Search** and **View** the Interface File Statistics Report within a six-month **Date Range**. NJIS strongly recommends that providers review the report a **minimum** of **one time per month** to ensure that patient and dose information has been assessed and resolved, as necessary.

The screenshot shows the 'Interface File Statistics Report' page in the NJIS system. The page has a red header with the NJIS logo and a sidebar on the left with various menu items. The main content area contains a form for selecting a date range and report options. Three blue callout boxes with arrows point to specific elements: '2. Enter Date Range.' points to the 'From' and 'To' date fields; '3. Select File Statistics.' points to the 'File Statistics' radio button; and '4. Select View.' points to the 'VIEW' button.

**New Jersey Immunization Information System**

**Interface File Statistics Report** [CLOSE] [X]

Provider: **NJIS TESTING PROVIDER**

Select Date Range:

From: [ ] To: [ ]

Report Option:

☐ File Statistics

☐ VFC Dose Statistics

[VIEW] [RESET]

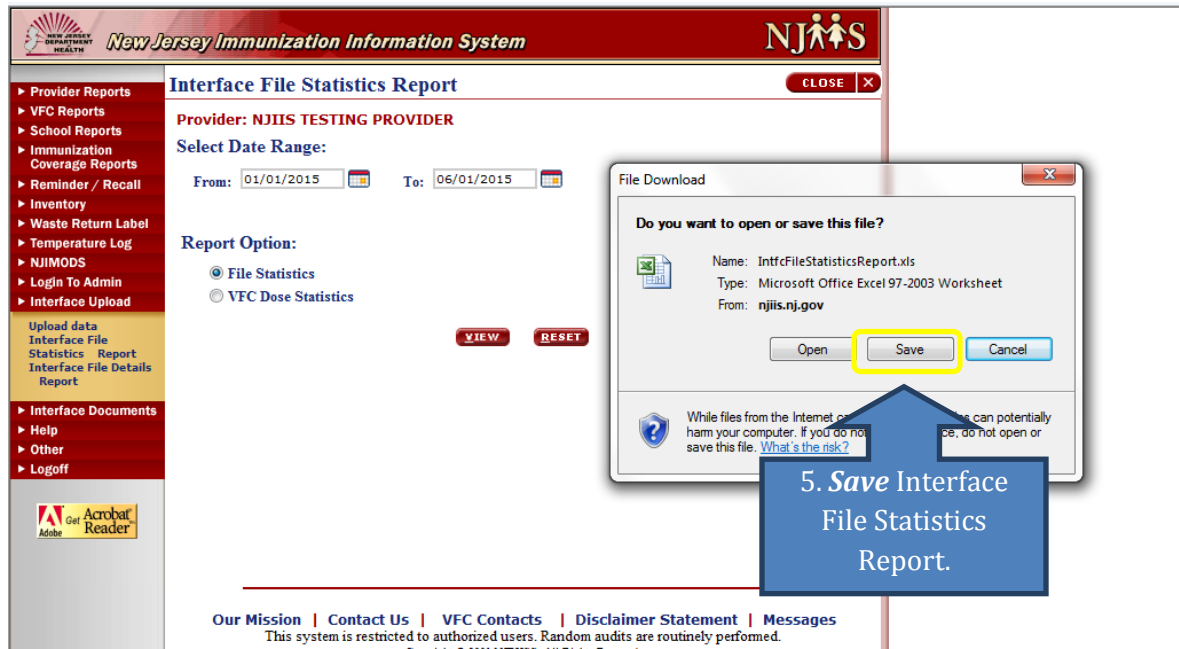
Our Mission | Contact Us | VFC Contacts | Disclaimer Statement | Messages

This system is restricted to authorized users. Random audits are routinely performed.

Copyright © 2001 NJIS. All Rights Reserved.

## NJHIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- C. The Interface File Statistics Report will be displayed for up to six months of data. Providers are strongly encouraged to **Save** their reports (beyond six months) to their local computers, if they need to be reviewed at a later date.



## NJHS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

### Snapshot of the Interface File Statistics Report

A	B	C	D	E	F	G	H	I	J	K
<b>New Jersey Immunization Information System</b> <b>Interface File Statistics Report</b> Provider Name: NJHS TESTING PROVIDER From Date: 01/01/2015 To Date: 06/01/2015										
Date Received	File Name / Message Id	Transaction Id	File Status	Date Processed	Total Records	Records Rejected	Patients Submitted	Patients Matched	Patients Multi Match - Not Added	Patients Added
05/18/2015 11:13:27	ONLINE_325_new_varicella_05182015.txt	211726	Processed	05/18/2015 11:13:28	1	1	0	0	0	0
05/18/2015 11:29:34	ONLINE_325_new_varicella_05182015.txt	211775	Processed	05/18/2015 11:29:35	1	0	1	0	0	1

L	M	N	O	P	Q	R	S	T	U
<b>Immunization System</b> <b>Report</b> 01/01/2015 To Date: 06/01/2015									
Patients Not Added	Total Doses Submitted	Doses Added	Doses Not Added	Doses Updated	Doses Not Updated	Doses Deleted	Doses Not Deleted	Total VFC Doses Submitted	Total Non VFC Doses Submitted
0	0	0	0	0	0	0	0	0	0
0	1	1	0	0	0	0	0	0	1

### Components of the Interface File Statistics Report

A. Columns **A-G** display **File Information**:

A	B	C	D	E	F	G
Date Received	File Name / Message Id	Transaction Id	File Status	Date Processed	Total Records	Records Rejected
05/18/2015 11:13:27	ONLINE_325_new_varicella_05182015.txt	211726	Processed	05/18/2015 11:13:28	1	1
05/18/2015 11:29:34	ONLINE_325_new_varicella_05182015.txt	211775	Processed	05/18/2015 11:29:35	1	0

COLUMN	NAME	DESCRIPTION
A	Date Received	Date and time the file was received in NJHIS
B	File Name/Message ID	Name of the file
C	Transaction ID	Unique number assigned by NJHIS for each file received ( <u>Note:</u> This ID is matched with the transaction ID number that is listed in the Details Report to resolve data discrepancies.)
D	File Status	Processing status of the file (See <a href="#">page 15</a> for status descriptions.)
E	Date Processed	Date and time the file was processed in NJHIS
F	Total Records <sup>1</sup>	Total number of records that were submitted in the file
G	Records Rejected	Total number of records that were rejected in the file

<sup>1</sup>Patient and dose information will ONLY be displayed for processed records. Records rejected (column G) will not contain any patient/dose information on this report.

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

B. Columns **H-L** display *Patient Information*:

H	I	J	K	L
<b>New Jersey Immunization Information System</b>				
<b>Interface File Statistics Report</b>				
Provider Name: NJIIS TESTING PROVIDER From Date: 01/01/2015 To Date: 06				
Patients Submitted	Patients Matched	Patients Multi Match - Not Added	Patients Added	Patients Not Added
0	0	0	0	0
1	0	0	1	0

COLUMN	NAME	DESCRIPTION
<b>H</b>	Patients Submitted <sup>1</sup>	Total number of patients that were submitted in the file
<b>I</b>	Patients Matched	Total number of patients in the file that were found and matched in NJIIS
<b>J</b>	Patients Multi Match – Not Added	Total number of patients in the file that had multiple possible matches in NJIIS; these patients were not added in NJIIS
<b>K</b>	Patients Added	Total number of patients in the file that were not found but were added as new patients in NJIIS
<b>L</b>	Patients Not Added	Total number of patients in the file that were not found or added in NJIIS

<sup>1</sup>Column H = Column I + Column J + Column K + Column L

## NJHIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- C. Columns **M-U** display **Total Dose Information** (**Note:** These totals include VFC doses, if applicable.):

M	N	O	P	Q	R	S	T	U
5/01/2015								
Total Doses Submitted	Doses Added	Doses Not Added	Doses Updated	Doses Not Updated	Doses Deleted	Doses Not Deleted	Total VFC Doses Submitted	Total Non VFC Doses Submitted
0	0	0	0	0	0	0	0	0
1	1	0	0	0	0	0	0	1

COLUMN	NAME	DESCRIPTION
<b>M</b>	Total Doses Submitted <sup>1,2</sup>	Total number of doses that were submitted in the file
<b>N</b>	Doses Added	Total number of doses in the file that were added in NJHIS
<b>O</b>	Doses Not Added	Total number of doses in the file that were not added in NJHIS
<b>P</b>	Doses Updated	Total number of doses in the file that were updated in NJHIS
<b>Q</b>	Doses Not Updated	Total number of doses in the file that were not updated in NJHIS
<b>R</b>	Doses Deleted	Total number of doses in the file that were deleted from NJHIS
<b>S</b>	Doses Not Deleted	Total number of doses in the file that were not deleted from NJHIS
<b>T</b>	Total VFC Doses Submitted	Total number of VFC doses that were submitted in the file
<b>U</b>	Total Non-VFC Doses Submitted	Total number of non-VFC doses that were submitted in the file

<sup>1</sup>Column M = Column N + Column O + Column P + Column Q + Column R + Column S

<sup>2</sup>Column M = Column T + Column U



## V. 'How To': Review the VFC Dose Statistics Report

### *Purpose of the VFC Dose Statistics Report*

The **VFC Dose Statistics Report** provides a comprehensive summary of Vaccines for Children (VFC) dose information presented in each immunization data file. The purpose of the report is to help you identify which files contain rejected VFC dose information and require troubleshooting.

### *Viewing the VFC Dose Statistics Report*

- A. This report can be viewed by selecting **Interface File Statistics Report** from the left navigation menu.

**New Jersey Immunization Information System**

**Interface File Upload** [CLOSE X]

Provider: NJHIS TESTING PROVIDER

File type: HL7

Upload file: [Browse...]

☐ Zipped (If you are uploading the zip file, please select this box)

**1. Select Interface File Statistics Report.**

Date Received	Status	File Name	Date Processed
2014-04-03 11:59:37	PROCESSED	20140403 QA-10300 UPDATE MISSING LOT (HepB) - non-VFC.txt	2014-04-03 11:59:41.945
2014-04-03 11:53:50	PROCESSED	20140403 QA-10300 MISSING LOT (HepB) - non-VFC.txt	2014-04-03 16:17:10.602
2014-04-03 11:47:02	PROCESSED	20140403 QA-10300 DELETE (HepB) - non-VFC.txt	2014-04-03 11:47:06.112
2014-04-03 11:30:37	PROCESSED	20140403 QA-10300 UPDATE WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:30:39.471
2014-04-03 11:15:11	PROCESSED	20140403 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:15:13.423
2014-04-03 10:52:49	PROCESSED	20140403 QA-10300 DELETE (HepB DTaP) - non-VFC.txt	2014-04-03 10:52:55.927
2014-04-03 10:27:04	PROCESSED	20140403 QA-10300 ADD (HepB DTaP) - non-VFC.txt	2014-04-03 10:27:10.924

Page 1 of 5

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- B. You can **Search** and **View** the VFC Dose Statistics Report within a six-month **Date Range**. NJIS strongly recommends that providers review the report a **minimum** of **one time per month** to ensure that patient and dose information has been assessed and resolved, as necessary.

The screenshot shows the 'Interface File Statistics Report' page in the NJIS system. The page has a red header with the NJIS logo and a sidebar on the left with various menu items. The main content area contains a form for selecting a date range and report options. Blue arrows and text boxes are overlaid on the page to guide the user through the steps: 1. Select Date Range (points to the 'From' and 'To' date pickers), 2. Enter Date Range (points to the date pickers), 3. Select VFC Dose Statistics (points to the 'VFC Dose Statistics' radio button), and 4. Select View (points to the 'VIEW' button). The footer contains links for 'Our Mission', 'Contact Us', 'VFC Contacts', 'Disclaimer Statement', and 'Messages', along with a disclaimer and copyright notice.

**New Jersey Immunization Information System**

**Interface File Statistics Report** [CLOSE] [X]

Provider: **NJIS TESTING PROVIDER**

Select Date Range:

From: [ ] To: [ ]

Report Option:

☐ File Statistics

☒ VFC Dose Statistics

[VIEW] [RESET]

2. Enter Date Range.

3. Select VFC Dose Statistics.

4. Select View.

Our Mission | Contact Us | VFC Contacts | Disclaimer Statement | Messages

This system is restricted to authorized users. Random audits are routinely performed.

Copyright © 2001 NJIS. All Rights Reserved.

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- C. The VFC Dose Statistics Report will be displayed for up to six months of data. Providers are strongly encouraged to **Save** their reports (beyond six months) to their local computers, if they need to be reviewed at a later date.

The screenshot displays the New Jersey Immunization Information System (NJIS) interface. The main window is titled 'Interface File Statistics Report' and shows the provider 'NJIS TESTING PROVIDER'. The date range is set from 01/01/2015 to 06/01/2015. Under 'Report Option', 'VFC Dose Statistics' is selected. A 'File Download' dialog box is open, asking 'Do you want to open or save this file?' for the file 'VFC DoseStatisticsReport.xls'. The 'Save' button is highlighted with a yellow box. A blue arrow points from the 'Save' button to a text box that says '5. Save VFC Dose Statistics Report.'

## NJHS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

### Snapshot of the VFC Dose Statistics Report

A	B	C	D	E	F	G	H	I	J	K
<div> <div></div> <div>Provider Name:</div> </div>										
Date Received	File Name / Message Id	Transaction Id	File Status	Date Processed	Total Records	Records Rejected	Patients Submitted	Patients Matched	Patients Multi Match - Not Added	Patients Added
05/18/2015 11:13:27	ONLINE_325_new_varicella_05182015.txt	211726	Processed	05/18/2015 11:13:28	1	1	0	0	0	0
05/18/2015 11:29:34	ONLINE_325_new_varicella_05182015.txt	211775	Processed	05/18/2015 11:29:35	1	0	1	0	0	1

L	M	N	O	P	Q	R	S
<div> <div>New Jersey Immunization Information System</div> <div>VFC Dose Statistics Report</div> <div>NJHS TESTING PROVIDER From Date: 01/01/2015 To Date: 06/01/2015</div> </div>							
Patients Not Added	Total VFC Doses Submitted	VFC Doses Not Added	VFC Doses Added	VFC Doses Added with Inventory Match	VFC Doses Updated	VFC Doses Updated with Inventory Match	VFC Doses Not Updated
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0

T	U	V
VFC Doses Deleted	VFC Doses Deleted with Inventory Match	VFC Doses Not Deleted
0	0	0
0	0	0

### Components of the VFC Dose Statistics Report

A. Columns **A-G** display **File Information**:

A	B	C	D	E	F	G
Date Received	File Name / Message Id	Transaction Id	File Status	Date Processed	Total Records	Records Rejected
05/18/2015 11:13:27	ONLINE_325_new_varicella_05182015.txt	211726	Processed	05/18/2015 11:13:28	1	1
05/18/2015 11:29:34	ONLINE_325_new_varicella_05182015.txt	211775	Processed	05/18/2015 11:29:35	1	0

COLUMN	NAME	DESCRIPTION
A	Date Received	Date and time the file was received in NJHIS
B	File Name/Message ID	Name of the file
C	Transaction ID	Unique number assigned by NJHIS for each file received ( <u>Note:</u> This ID is matched with the transaction ID number that is listed in the Details Report to resolve data discrepancies.)
D	File Status	Processing status of the file (See <a href="#">page 15</a> for status descriptions.)
E	Date Processed	Date and time the file was processed in NJHIS
F	Total Records <sup>1</sup>	Total number of records that were submitted in the file
G	Records Rejected	Total number of records that were rejected in the file

<sup>1</sup>Patient and VFC dose information will ONLY be displayed for processed records. Records rejected (column G) will not contain any patient/VFC dose information on this report.

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

B. Columns H-L display *Patient Information*:

H	I	J	K	L
<p style="text-align: right;"><i>New Jersey Imm</i></p> <p style="text-align: right;"><b>VFC I</b></p> <p style="text-align: right;">Provider Name: NJIS TESTING PI</p>				
Patients Submitted	Patients Matched	Patients Multi Match - Not Added	Patients Added	Patients Not Added
0	0	0	0	0
1	0	0	1	0

COLUMN	NAME	DESCRIPTION
H	Patients Submitted <sup>1</sup>	Total number of patients that were submitted in the file
I	Patients Matched	Total number of patients in the file that were found and matched in NJIS
J	Patients Multi Match – Not Added	Total number of patients in the file that had multiple possible matches in NJIS; these patients were not added in NJIS
K	Patients Added	Total number of patients in the file that were not found but were added as new patients in NJIS
L	Patients Not Added	Total number of patients in the file that were not found or added in NJIS

<sup>1</sup>Column H = Column I + Column J + Column K + Column L

## NJIIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

C. Columns **M-V** display **VFC Dose Information**:

M	N	O	P	Q	R	S	T	U	V
Immunization Information System Dose Statistics Report PROVIDER From Date: 01/01/2015 To Date: 06/01/2015									
Total VFC Doses Submitted	VFC Doses Not Added	VFC Doses Added	VFC Doses Added with Inventory Match	VFC Doses Updated	VFC Doses Updated with Inventory Match	VFC Doses Not Updated	VFC Doses Deleted	VFC Doses Deleted with Inventory Match	VFC Doses Not Deleted
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0

COLUMN	NAME	DESCRIPTION
<b>M</b>	Total VFC Doses Submitted <sup>1</sup>	Total number of VFC doses that were submitted in the file
<b>N</b>	VFC Doses Not Added	Total number of VFC doses in the file that were not added in NJIIS
<b>O</b>	VFC Doses Added	Total number of VFC doses in the file that were added in NJIIS
<b>P</b>	VFC Doses Added with Inventory Match	Total number of doses in the file that were added and matched VFC inventory in NJIIS
<b>Q</b>	VFC Doses Updated	Total number of VFC doses in the file that were updated in NJIIS
<b>R</b>	VFC Doses Updated with Inventory Match	Total number of doses in the file that were updated and matched VFC inventory in NJIIS
<b>S</b>	VFC Doses Not Updated	Total number of VFC doses in the file that were not updated in NJIIS
<b>T</b>	VFC Doses Deleted	Total number of VFC doses in the file that were deleted from NJIIS
<b>U</b>	VFC Doses Deleted with Inventory Match	Total number of doses in the file that were deleted and matched VFC inventory in NJIIS
<b>V</b>	VFC Doses Not Deleted	Total number of VFC doses in the file that were not deleted from NJIIS

<sup>1</sup>Column M = Column N + Column O + Column Q + Column S + Column T + Column V

### VI. 'How To': Review the Interface File Details Report

#### *Purpose of the Interface File Details Report*

The **Interface File Details Report** provides detailed information that allows providers to further troubleshoot specific issues with their files. The purpose of the report is to help you identify and understand the reason a patient and/or dose in a particular file was rejected in NJIS. The Interface File Details Report should be used in conjunction with the Interface File/VFC Dose Statistics Reports to troubleshoot specific issues.

#### *Viewing the Interface File Details Report*

- A. This report can be viewed by selecting **Interface File Details Report** from the left navigation menu.

**New Jersey Immunization Information System**

**Interface File Upload** [CLOSE] [X]

Provider: NJIS TESTING PROVIDER

File type: HL7

Upload file: [Browse...]

☐ Zipped (If you are uploading the zip file, please select this box)

[RESET]

**1. Select Interface File Details Report.**

Date Processed	Name	Date Processed
2014-04-03 11:59:37	20140403 QA-10300 UPDATE (HepB) - non-VFC.txt	2014-04-03 11:59:41.945
2014-04-03 11:53:50	20140403 QA-10300 MISSING LOT (HepB) - non-VFC.txt	2014-04-03 16:17:10.602
2014-04-03 11:47:02	20140403 QA-10300 DELETE (HepB) - non-VFC.txt	2014-04-03 11:47:06.112
2014-04-03 11:30:37	20140403 QA-10300 UPDATE WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:30:39.471
2014-04-03 11:15:11	20140403 QA-10300 ADD WRONG LOT (HepB) - non-VFC.txt	2014-04-03 11:15:13.423
2014-04-03 10:52:49	20140403 QA-10300 DELETE (HepB DTaP) - non-VFC.txt	2014-04-03 10:52:55.927
2014-04-03 10:27:04	20140403 QA-10300 ADD (HepB DTaP) - non-VFC.txt	2014-04-03 10:27:10.924

Page 1 of 5



- B. You can **Search** and **View** the Interface File Details Report within a six-month **Date Range**. NJIS strongly recommends that providers review the report a **minimum** of **one time per month** to ensure that patient and dose information has been assessed and resolved, as necessary.

The screenshot shows the 'Interface File Details Report' window in the New Jersey Immunization Information System. The interface includes a left-hand navigation menu with options like 'Provider Reports', 'VFC Reports', 'School Reports', 'Immunization Coverage Reports', 'Reminder / Recall', 'Inventory', 'Waste Return Label', 'Temperature Log', 'NJIMODS', 'Login To Admin', and 'Interface Upload'. Below these are links for 'Upload data', 'Interface File Statistics Report', and 'Interface File Details Report'. The main content area displays the report title, the provider name 'NJIS TESTING PROVIDER', and a 'Select Date Range:' section with 'From' and 'To' date pickers. A 'VIEW' button and a 'RESET' button are located below the date range. Annotations with blue arrows point to the 'From' and 'To' date pickers, labeled '2. Enter Date Range.', and to the 'VIEW' button, labeled '3. Select View.'.

New Jersey Immunization Information System

Interface File Details Report

Provider: NJIS TESTING PROVIDER

Select Date Range:

From:  To:

VIEW RESET

2. Enter Date Range.

3. Select View.

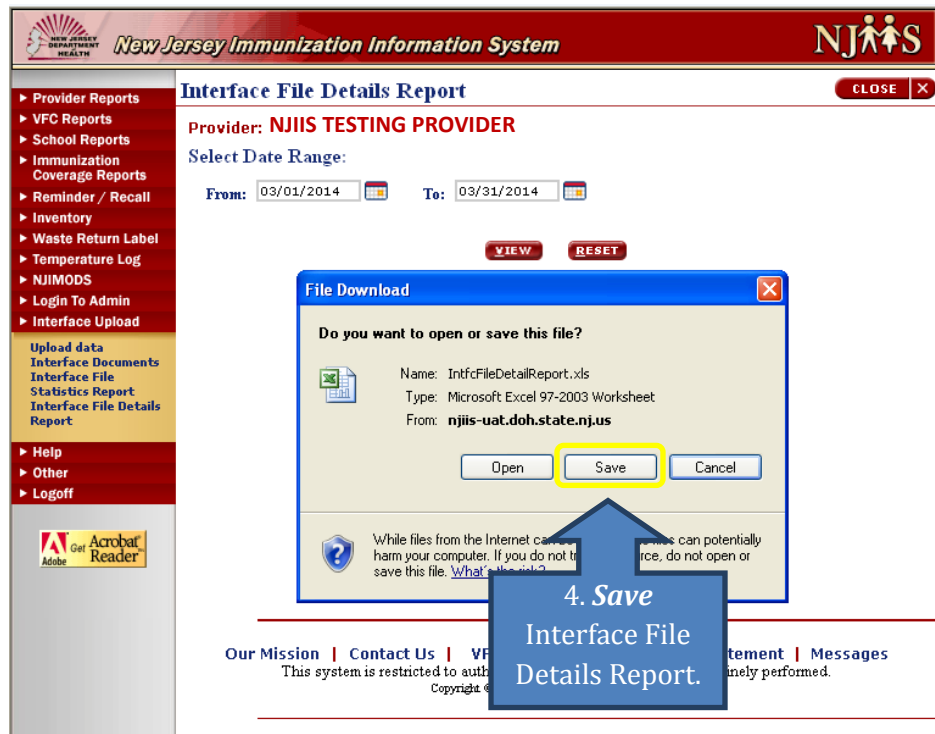
Our Mission | Contact Us | VFC Contacts | Disclaimer Statement | Messages

This system is restricted to authorized users. Random audits are routinely performed.

Copyright © 2001 NJDHSS. All Rights Reserved.

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

- C. The Interface File Details Report will be displayed for up to six months of data. Providers are strongly encouraged to **Save** their reports (beyond six months) to their local computers, if they need to be reviewed at a later date.



## NJHS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

### Snapshot of the Interface File Details Report

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
<p style="text-align: right;"><b>New Jersey Immunization Information System</b>  <b>Interface File Detail Report</b>                      Provider Name: NJHS TESTING PROVIDER From Date: 01/01/2015 To Date: 06/01/2015</p>														
Provider Id	Transaction Id	Message Id	Registry Id	Internal Id	Patient Status	Patient Comments	Last Name	First Name	Date Of Birth	Gender	CVX Code	Vaccine ID	Lot Number	Expiration Date
325	211726	1123456879	3513240	132626	Matched		NJISCLOONEY	NJISGEAN	06/07/1995	M	161	Flu	FLU1234	1/3/2016
325	211775	1105062015	3533991	14453246	Unmatched - New Record Created		NJISBAGEL	NJISRED	7/7/2000	M	21	Var	VARI1	01/03/2017

P	Q	R	S	T	U	V	W
<p><b>Immunization System</b>  <b>Interface File Detail Report</b>                      01/01/2015 To Date: 06/01/2015</p>							
Manufacturer	Matched Inventory	Dose Given Date	VFC Eligibility	Dose Status	Dose Comments	File Name	Date Received
MSD	Y	02/02/2015	Medicaid, Medicaid Managed Care, and NJ FamilyCare Plan A	Added	Vaccine Id/Lot#/Mfr :Flu/FLU1234/MSD; EXECUTION COMPLETED SUCCESSFULLY. Matching inventory record found	ONLINE_325_new_varicella_05182015.txt	2015-05-18 11:13:28
NAB	N	02/02/2015	Not eligible	Added	Vaccine Id/Lot#/Mfr :Var/VARI1/NAB; EXECUTION COMPLETED SUCCESSFULLY. No Matching inventory record found	ONLINE_325_new_varicella_05182015.txt	2015-05-18 11:29:35

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

### *Components of the Interface File Details Report*

A. Columns **A-C** and **V-W** display **File Information**:

A	B	C
Provider Id	Transaction Id	Message Id
325	211726	1123456879
325	211775	1105062015

V	W
File Name	Date Received
ONLINE_325_new_varicella_05182015.txt	2015-05-18 11:13:28
ONLINE_325_new_varicella_05182015.txt	2015-05-18 11:29:35

COLUMN	NAME	DESCRIPTION
A	Provider ID	Unique number assigned to NJIIS Provider
B	Transaction ID	Unique number assigned by NJIIS for each file received ( <u>Note:</u> This ID is matched with the transaction ID number that is listed in the File/VFC Dose Statistics Reports to resolve data discrepancies.)
C	Message ID	Unique number generated from a provider's EMR that identifies each HL7 message that was sent to NJIIS via interface
V	File Name	Name of the file
W	Date Received	Date and time the file was received in NJIIS

## NJIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

B. Columns **D-K** display *Patient Information*:

D	E	F	G	H	I	J	K
Provided							
Registry Id	Internal Id	Patient Status	Patient Comments	Last Name	First Name	Date Of Birth	Gender
3513240	132626	Matched		NJISCLOONEY	NJISGEAN	06/07/1995	M
3533991	14453246	Unmatched - New Record Created		NJISBAGEL	NJISRED	7/7/2000	M

COLUMN	NAME	DESCRIPTION
D	Registry ID	Unique state registry number assigned to a patient in NJIS
E	Internal ID	Patient medical record number generated from a provider's EMR and sent to NJIS via interface
F	Patient Status	Status of patient (See <a href="#">Table 1</a> for patient status descriptions.)
G	Patient Comments	Status message of patient (See <a href="#">Table 1</a> for patient comment descriptions.)
H	Last Name	Patient's last name
I	First Name	Patient's first name
J	Date of Birth	Patient's date of birth
K	Gender	Patient's gender

**Table 1. Patient Level Status**

PATIENT LEVEL STATUS	STATUS MESSAGE	DESCRIPTION
<b>Matched</b>	----	Patient was found in NJIS.
<b>Multi Match</b>	Multiple possible matches	Duplicate patients were found in NJIS.
<b>Unmatched - New Record Created</b>	----	New patient was added in NJIS.
<b>Unmatched - New Record Not Created</b>	No consent	Required NJIS consent is missing for patients born before 01/01/1998.
	Patient/parent-guardian declined participation	NJIS consent is negative/opted out for patient born before 01/01/1998.
	No/invalid vaccination data	Patient is missing valid vaccination information.
<b>Error</b>	Invalid registry ID	Given NJIS registry ID is invalid, unable to match patient in NJIS.
	No/invalid address data	Patient is missing valid address information.
	DOB, gender, last, first name match failed	Unable to match patient's date of birth, gender, and last and first name in NJIS.
<b>Internal Error</b>	Internal error	An internal error occurred while processing, and the patient record was ignored by NJIS. Contact NJIS for further assistance.

## NJHS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

### C. Columns L-U display *Dose Information*:

L	M	N	O	P	Q	R	S	T	U
<b>New Jersey Immunization Information System</b> <b>Interface File Detail Report</b> Provider Name: NJHS TESTING PROVIDER From Date: 01/01/2015 To Date: 06/01/2015									
CVX Code	Vaccine ID	Lot Number	Expiration Date	Manufacturer	Matched Inventory	Dose Given Date	VFC Eligibility	Dose Status	Dose Comments
161	Flu	FLU1234	1/3/2016	MSD	Y	02/02/2015	Medicaid, Medicaid Managed Care, and NJ FamilyCare Plan A	Added	Vaccine Id/Lot#Mfr: Flu/FLU1234/MSD; EXECUTION COMPLETED SUCCESSFULLY. Matching inventory record found
21	Var	VAR1	01/03/2017	NAB	N	02/02/2015	Not eligible	Added	Vaccine Id/Lot#Mfr: Var/VAR1/NAB; EXECUTION COMPLETED SUCCESSFULLY. No Matching inventory record found

COLUMN	NAME	DESCRIPTION
L	CVX Code	Unique code used to identify the administered vaccine (HL7 equivalent of the CPT code)
M	Vaccine ID	Name of the administered vaccine
N	Lot Number	Lot number associated with administered vaccine
O	Expiration Date	Date of expiration for lot associated with administered vaccine
P	Manufacturer	Manufacturer code of lot associated with administered vaccine
Q	Matched Inventory	Administered vaccine matched inventory in NJHS (Y/N values)
R	Dose Given Date	Date vaccine was administered to each patient
S	VFC Eligibility	Dose-level VFC eligibility status for each patient
T	Dose Status	Status of dose (See <a href="#">Table 2</a> for dose status descriptions.)
U	Dose Comments	Status message of dose (See <a href="#">Table 2</a> for dose comment descriptions.)

**Table 2. Dose Level Status**

DOSE LEVEL STATUS	STATUS MESSAGE	DESCRIPTION
<b>Added</b>	----	Dose was added in NJIIS.
<b>Not Added</b>	Invalid vaccine ID	Vaccine ID/CVX code is not supported by NJIIS.
	Invalid vaccine date	Date of vaccine administration is null, in the wrong date format, before the patient's DOB, or in a future date.
	Invalid lot number	Vaccine lot number is missing or in an invalid format.
	Invalid admin provider ID	The administered vaccine is linked with an invalid NJIIS provider ID.
	Invalid data	The dose is invalid, and the dose record was ignored by NJIIS.
	Patient not added	The dose was not added into NJIIS due to no/revoked patient consent, multiple possible patient matches, or invalid patient demographic information.
<b>Deleted</b>	----	Dose was matched and deleted in NJIIS.
<b>Not Deleted</b>	No match	No matching dose was found in NJIIS to be deleted.
	Not authorized to delete other provider dose	Provider cannot update another provider's doses.
<b>Updated</b>	----	Dose was matched and updated in NJIIS.
<b>Not Updated</b>	No changes for update	Patient's dose was matched in NJIIS and has no changes to update in NJIIS.



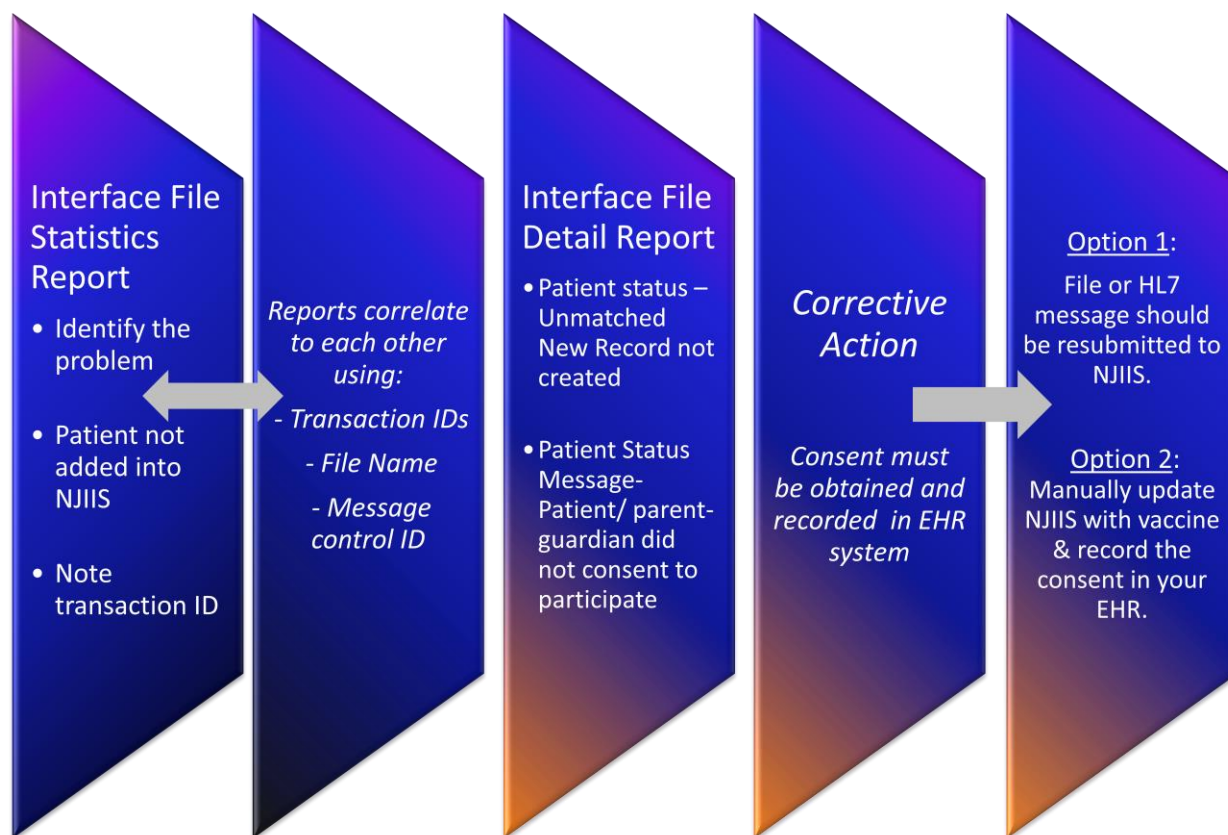
## NJIIS HL7 Interface 'How-To' Guide for SFTP/File Upload Providers

	Not authorized to update other provider dose	Provider cannot update another provider's doses.
	History dose cannot be updated with a history dose	A historical dose cannot be updated with another historical dose.
	Provider dose cannot be updated with history dose	A vaccine administered on the same date by the same provider already exists in NJIIS, so NJIIS marks this historical dose as duplicate. The duplicate dose will not be added in NJIIS.
	Duplicate in file	If the same vaccine appears multiple times in a single HL7 message, NJIIS marks the subsequent doses as duplicate. The duplicate doses will not be added in NJIIS.
	Duplicate within 5 days	The same vaccine already exists in NJIIS with a date that is within +/- 5 days from the date of administration, so NJIIS marks this dose as duplicate. The duplicate dose will not be added in NJIIS.
	Duplicate with same vaccine series	A vaccine administered on the same date from the same vaccine series already exists in NJIIS, so NJIIS marks this dose as duplicate. The duplicate dose will not be added in NJIIS.
	Duplicate with same vaccine series – combo/non-combo match	A vaccine administered on the same date from the same vaccine series and possible combo vaccine match already exists in NJIIS, so NJIIS marks this dose as duplicate. The duplicate dose will not be added in NJIIS.
<b>Internal Error</b>	Internal error	An internal error occurred while processing, and the dose record was ignored by NJIIS. Contact NJIIS for assistance.

## VII. 'How To': Troubleshoot Common Scenarios

### **Scenario 1:** Patient Not Added into NJIIS

**Reason:** Patient consent was NOT obtained.



➤ **Identify the Problem:**

1. Review the **Interface File Statistics Report**.
  - a. *Column H* ("Patients Submitted") indicates that total number of patients submitted in the file (Note: For web service providers, this number will be valued as "1").
  - b. *Column L* ("Patients Not Added") indicates that the number of patients that were NOT added into NJIIS.
  - c. To get more detailed information about these patient(s), please note the File Name/Message ID in *column B* and transaction ID for the message in *column C*.
2. Review the **Interface File Details Report**.
  - a. From the Interface File Statistics Report, identify the patient by noting the corresponding Transaction ID in *column B* or Message ID in *column C* found on the Interface File Details Report.
  - b. In *column F* (Patient Status), the following status will appear: "Unmatched New Record Not Created".
  - c. In *column G* (Patient Comments), there will be one of the following status messages: "No consent" or "Patient/parent-guardian declined participation". (Note: Review Table 1 (Patient Level Status) for a description of each status message.)

➤ **Identify Corrective Action(s):**

Option 1:

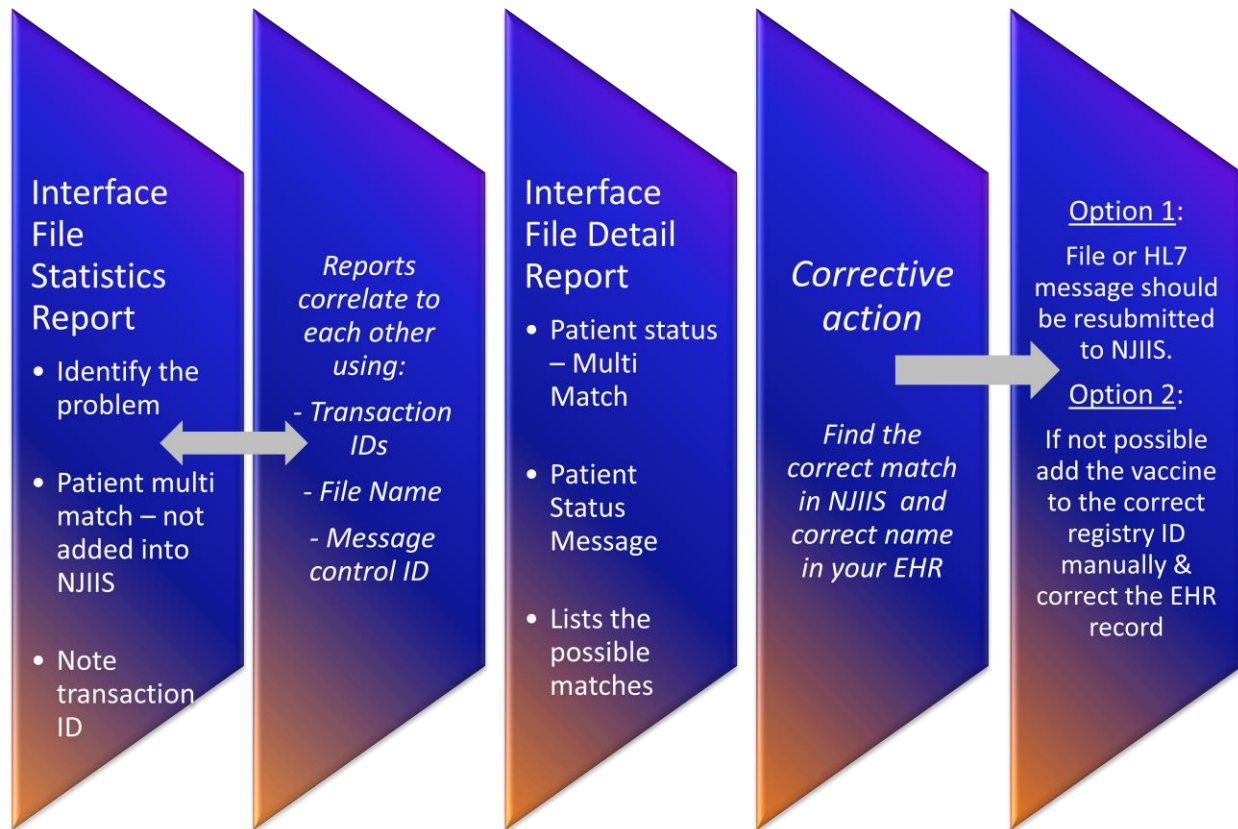
1. For patients born before 01/01/1998, the NJIIS Consent to Participate Form (IMM-32) must be completed by the patient (or guardian) and obtained at the provider's office.
2. Patient consent must also be documented appropriately in the provider's EHR system and transmitted correctly in the HL7 message.
3. The HL7 file or message should then be re-submitted via interface as an "Update" to NJIIS.

Option 2:

1. Manually update the patient's immunization record in NJIIS with the administered vaccine.
2. Document that patient consent was obtained in the provider's EHR, so that future administered immunizations are recorded correctly in NJIIS.

**Scenario 2: Patient Not Added into NJIIS**

***Reason: Multiple possible patient record matches were found in NJIIS.***



➤ **Identify the Problem:**

1. Review the **Interface File Statistics Report**.
  - a. *Column H* ("Patients Submitted") indicates that total number of patients submitted in the file (Note: For web service providers, this number will be valued as "1").
  - b. *Column J* ("Patients Multi-Match – Not Added") indicates the number of patients that had multiple possible matches in NJIIS; as a result, these patients were NOT added into NJIIS.
  - c. To get more detailed information about this patient, please note the File Name/Message ID in *column B* and transaction ID for the message in *column C*.
2. Review the **Interface File Details Report**.
  - a. From the Interface File Statistics Report, identify the patient by noting the corresponding Transaction ID in *column B* or Message ID in *column C* found on the Interface File Details Report.
  - b. In *column F* (Patient Status), the following status will appear: "Multi Match".
  - c. In *column G* (Patient Comments), the following status message will appear: "Multiple Possible Matches". The comment will also include the names, DOBs, and Registry IDs of all possible patient matches found. (Note: Review Table 1 (Patient Level Status) for a description of each status message.)

➤ **Identify Corrective Action(s):**

Option 1:

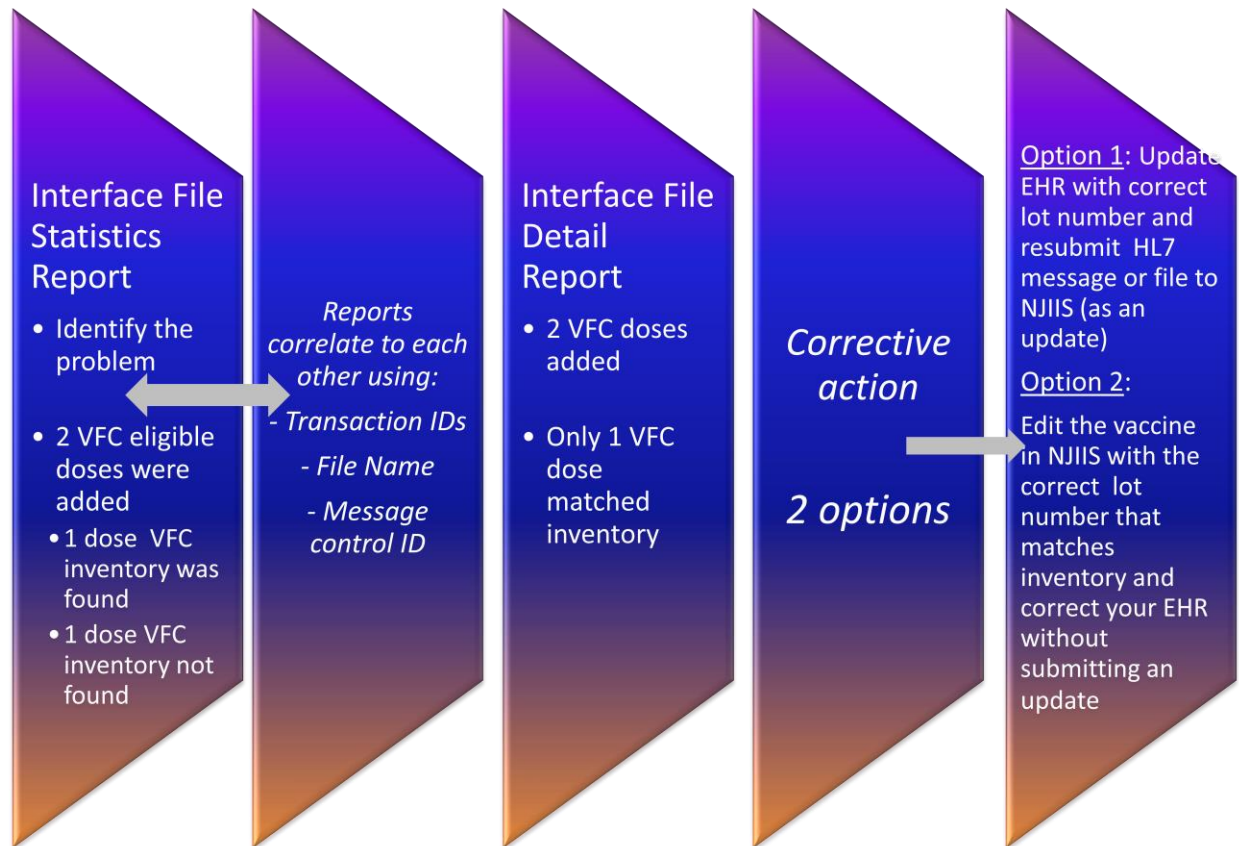
1. Search and identify the correct Registry ID for the patient in NJIIS.
2. Add the correct Registry ID and update the patient's demographic information in the provider's EHR.
3. The HL7 file or message should then be re-submitted via interface as an "Update" to NJIIS.

Option #2:

1. Search and identify the correct Registry ID for the patient in NJIIS.
2. Manually add the vaccine to the patient's immunization record in NJIIS.
3. Update the patient's demographic information in the provider's EHR, so that future administered immunizations are recorded correctly in NJIIS.

**Scenario 3: VFC Dose Added but Inventory Not Deducted**

**Reason: An incorrect lot number was reported to NJIIS.**





➤ **Identify the Problem:**

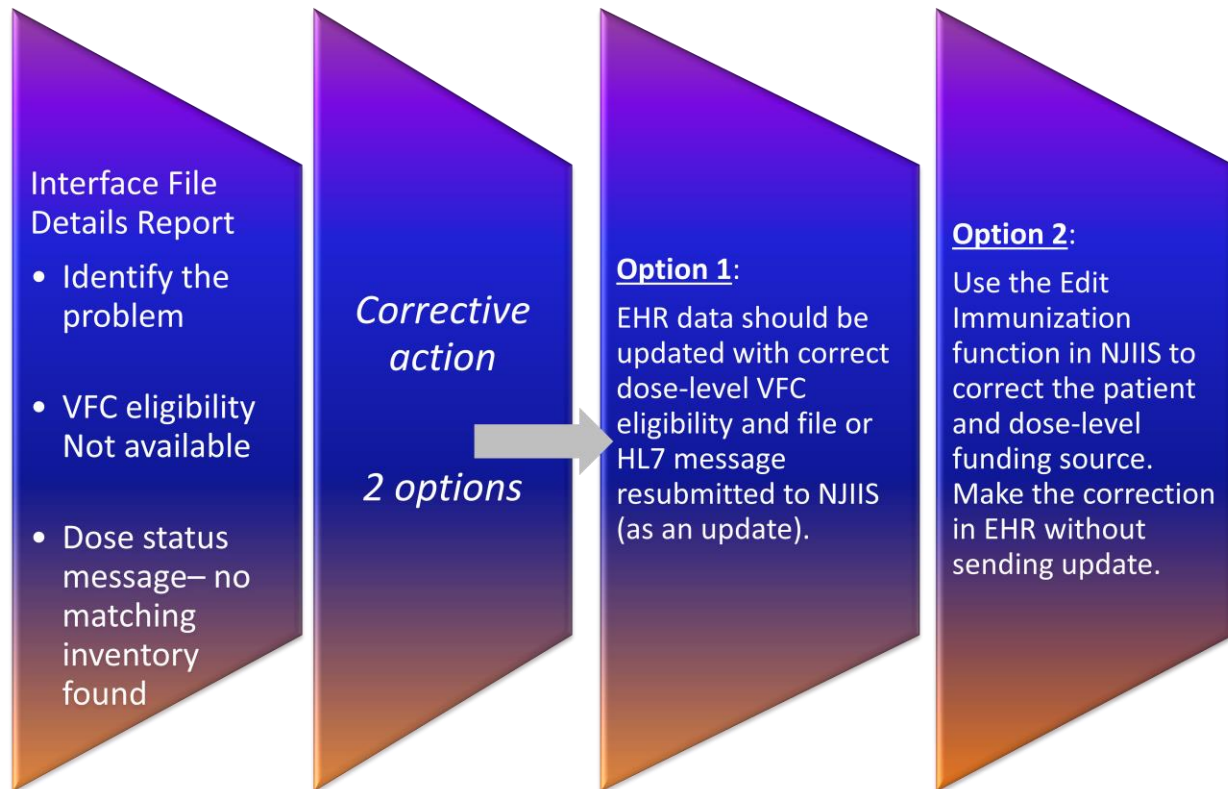
1. Review the **VFC Dose Statistics Report**.
  - a. *Column M* ("Total VFC Doses Submitted") indicates the total number of VFC doses that were reported in the file or message.
  - b. *Columns N, O, Q, S, T, and V* indicate the number of reported VFC doses that were not added/added, updated/not updated, and deleted/not deleted, respectively.
  - c. *Columns P, R, and U* ("VFC Doses Match Inventory") indicate the number of VFC doses that were added, updated, or deleted with matched inventory.
  - d. To get more detailed information about this patient, please note the File Name/Message ID in *column B* and transaction ID for the message in *column C*.
2. Review the **Interface File Details Report**.
  - a. From the Interface File Statistics Report, identify the patient by noting the corresponding Transaction ID in *column B* or Message ID in *column C* found on the VFC Dose Statistics Report.
  - b. *Column Q* ("Matched Inventory") indicates whether a dose matched inventory in NJIIS. Furthermore, *Column U* ("Dose Comments") indicates that while the dose was successfully added ("Execution completed successfully"), it did NOT match inventory ("No matching inventory found").

➤ **Identify Corrective Action(s):**

1. **Option 1:** EHR data should be updated with correct lot number information, and the HL7 file or message should be re-submitted via interface as an "Update" to NJIIS.
2. **Option 2:** Use the "Edit Immunization" function in NJIIS to correct the lot number to match inventory:
  - a. Log into NJIIS.
  - b. Search for the patient by entering the patient's *Registry ID*.
  - c. On the patient's immunization record, select the *Immunizations* tab.
  - d. Select the radio button next to the immunization that needs to be edited, and click on the *Edit* button.
  - e. Select the correct lot number from the drop down menu, and click on the *Save* button.

**Scenario 4: VFC Dose Added but Inventory Not Deducted**

***Reason: VFC eligibility status was incorrectly reported to NJIIS.***





➤ **Identify the Problem:**

1. Review the **Interface File Details Report**.

- a. In *column S* ("VFC Eligibility"), the dose-level VFC eligibility is reported as "Not Eligible".
- b. *Column Q* ("Matched Inventory") indicates whether a dose matched inventory in NJIIS. Furthermore, *Column U* ("Dose Comments") indicates that while the dose was successfully added ("Execution completed successfully"), it did NOT match inventory ("No matching inventory found").

➤ **Identify Corrective Action(s):**

1. Option 1: EHR data should be updated with the correct VFC eligibility status, and the HL7 file or message should be re-submitted via interface as an "Update" to NJIIS.
2. Option 2: Use the "Edit Immunization" function in NJIIS to correct the VFC eligibility status to match inventory:
  - a. Log into NJIIS.
  - b. Search for the patient by entering the patient's *Registry ID*.
  - c. On the patient's immunization record, select the *Immunizations* tab.
  - d. Select the radio button next to the immunization that needs to be edited, and click on the *Edit* button.
  - e. Select the correct Funding Source from the drop down menu, and click on the *Save* button.